

LUNENBURG PLANNING BOARD TOWN OF LUNENBURG

Damon McQuaid, Chair
Matthew Allison, Vice Chair
Kenneth Chenis, Clerk
Gregory Bittner, Mbr.
David Prokowiew, Mbr.



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Adam R. Burney
Land Use Director

Minutes
November 23, 2015

Meeting Posted: Yes

Place: Town Hall, 17 Main Street, Lunenburg, MA

Time: 6:30 PM

Present: Damon McQuaid, Matthew Allison, Kenneth Chenis, Gregory Bittner, David Prokowiew, Adam R. Burney

UNITIL: Submittal – Site Plan Review Application- Jamie Rheault, Whitman & Bingham Associates, representing applicant Unitil, submitted an application for site plan review under Section 8.4. of the Protective Bylaw of the Town of Lunenburg. Application is for a new headquarters and maintenance facility to be located at 357 Electric Avenue (site of old Whalom Drive In Theater). A Public Information Meeting will be scheduled for December 14, 2015.

ANR PLANS:

155 Reservoir Road- Presented by Brian Marchetti, McCarty Engineering, on behalf of the property owner Steven Powell, Trustee. Property consists of 42± acres with approximately 20 of those acres being divided among nine lots. There is currently no plan for developing the 22 acres at the rear of the site; an access easement is located on the proposed Lot 9. Plan was sent out for departmental review prior to the Board's meeting with no issues being raised. Board endorsed plan.

404 West Townsend Road- Presented by Edmond Boucher on behalf of the property owners Wayne and Marcia Conrad. Plan was sent out for departmental review prior to the Board's meeting with the Conservation Commission noting that due to the location of wetlands on Lot 2, the owner/applicant will have to file a Notice of Intent with the Commission in order to obtain a driveway permit. Board member noted frontage on Lot 1 was not labeled. Mylar will be reprinted with the frontage and endorsed by the Board.

PUBLIC HEARING: 175 Northfield Road- see separate minutes

INFORMATION MEETING: 1 Main Street- see separate minutes

Minutes Approval: 11/9/15 signed. Motion, D. Prokowiew, Second, G. Bittner. K. Chenis abstained as he had to recuse himself from a portion of the meeting.

COMMITTEE REPORTS:

Building Reuse Committee- Meeting 11/24/15.

Capital Planning Committee- No meeting scheduled.

Agricultural Commission- Discussion of location of right-to-farm signs in Lunenburg and who has the responsibility of placing the signs. More discussion needed.

MJTC- Discussion of an initial plan to obtain public comments for the improvement plan. Traffic counting equipment being updated. Discussion on safety studies and towns' liability when no action is taken to rectify a safety issue. No determination made due to absence of legal counsel.

MRPC- Next meeting will cover both November and December.

Open Space Ad Hoc Committee- Noted Estate Planning Outreach Grant availability and application form. Grants available up to \$350.

School Building Committee- Met 11/12/15. Building 65% complete. Construction ongoing.

Green Community Task Force (GCTF)- No meeting scheduled

DEVELOPMENT STATUS REPORTS:

Definitive Subdivision, 50 Elmwood Road- Construction progressing
Tri Town Landing- Interior work continuing

DIRECTOR'S ITEMS:

District Local Technical Assistance- Received application packet from MRPC. Focus this year on "Community Compact" to help communities meet their goals and improve themselves. Applications are due in the beginning of December. Board members to contact A. Burney with proposals.

Bylaw Updates- Board reviewed the third draft of Off-Street Parking Design Standards. Items updated from the 11/09/15 Board meeting included loading bays and snow storage. Bylaw will be a warrant article for May 2016 Annual Town Meeting.

Next to be updated will be parking space requirements.

NOTICES & COMMUNICATIONS: Noted

MEETING SCHEDULE:

December 14

274 Prospect Street Hearing (cont'd)

Unitil, 357 Electric Avenue Informational Meeting (District Operations Center relocation from Fitchburg)

December 28 – NO MEETING

BOARD COMMENT/CONCERNS:

D. Prokowiew opined that the Historical Commission and Open Space Committee should be approached for input whenever scenic road hearings are held.

K. Chenis opined that it would be good to have a bicycle lane included in the Summer Street project and inquired who was in charge of the project. A. Burney will check status with the DPW Director.

ADJOURNMENT: 8:20 PM

Documents used at meeting:

Minutes 11/9/15

Off-Street Parking Design Standards DRAFT 3

ANR Plan, 155 Reservoir Road

ANR Plan, 404 West Townsend Road

MRPC's District Local Technical Assistance Request for Service Delivery